

## ROUTING AND RECORD SHEET

**INSTRUCTIONS:** Officer designations should be used in the "TO" column. Under each comment a line should be drawn across sheet and each comment numbered to correspond with the number in the "TO" column. Each officer should initial (check mark insufficient) before further routing. This Routing and Record Sheet should be returned to Registry.

FROM:

NO.

DATE

TO	ROOM NO.	DATE		OFFICER'S INITIALS	COMMENTS
		REC'D	FWD'D		
1. OC-E				<i>[Signature]</i>	1-7. Task II, RD-35, with on <span style="border: 1px solid black; display: inline-block; width: 100px; height: 1.2em; vertical-align: middle;"></span> (Special equipment development phase). Attached vouchers #1 and #2 cover months of July and August. Performance to date has been satisfactory. Payment is recommended. <i>[Signature]</i>
2.					
3.					
4.					
5.					
6.					
7. OC-1					
8.					
9.					
10. Registry					
11.					
12.					
13.					
14.					
15.					

For Signature

For Forwarding. Please return routing sheet to OC-E

~~SECRET~~  
SECURITY INFORMATION~~CONFIDENTIAL~~PLEASE RETURN TO  
ENGINEERING DIVISION

## MEMO REQUESTING CERTIFICATION OF CONTRACT PERFORMANCE

TO : **Assistant Director for Communications** Date: **13 October 1952**

FROM : Chief, Civilian Purchase Branch

SUBJECT: Progress Payment - Contract No. RD-35, Task Order No. 2

Contractor:

25X1

The attached invoice has been submitted by the Contractor for payment for work currently performed under the subject contract. If technical performance to date is acceptable, please sign the following certificate in order that payment may be authorized, If for any reason, suspension of payment is recommended, please furnish an explanatory statement in sufficient detail for this office to prepare a letter of exception(s) to the Contractor. The prompt return of the voucher is essential for its timely processing.

25X1

It is hereby certified that technical performance to date has been satisfactory and payment of the following invoice, subject to audit, is concurred in:

Invoice No. Audit Vou. #1 Date August 15, 1952

Period 1 - 31 July 1952 Amount \$126.70

25X1

  
(Signature)

Deputy Assistant Director for Communications  
(Title)

14 October 1952  
(Date)

*JFS*  
ENGINEERING/JFS

FORM NO. 36-209  
SEP 1952

(12)

~~SECRET~~  
SECURITY INFORMATION

DOS	2	REV DATE	28/4/80	BY	37169
ORIG COMP	33	OPI	56	TYPE	2
ORIG CLASS	5	PAGES	2	REV CLASS	C
JUST	22	NEXT REV	2010	AUTH:	HR 10-2

~~SECRET~~  
SECURITY INFORMATION

CONFIDENTIAL

## MEMO REQUESTING CERTIFICATION OF CONTRACT PERFORMANCE

02-861

TO : Assistant Director for Communications Date: 13 October 1952

FROM : Chief, Civilian Purchase Branch

SUBJECT: Progress Payment - Contract No. RD-35, Task Order No. 2

Contractor:

25X1

The attached invoice has been submitted by the Contractor for payment for work currently performed under the subject contract. If technical performance to date is acceptable, please sign the following certificate in order that payment may be authorized. If for any reason, suspension of payment is recommended, please furnish an explanatory statement in sufficient detail for this office to prepare a letter of exception(s) to the Contractor. The prompt return of the voucher is essential for its timely processing.

25X1

It is hereby certified that technical performance to date has been satisfactory and payment of the following invoice, subject to audit, is concurred in:

Invoice No. Audit Voucher #2 Date Sept. 3, 1952

Period 1 - 31 August 1952 Amount \$2,893.06

25X1

(Signature)

Deputy Assistant Director for Communications  
(Title)

14 October 1952  
(Date)

*JPS*  
ENGINEERING/JPS

FORM NO. 36-209  
SEP 1952

(12)

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